

**AMENDMENT #2: USTDA ACTIVITY NO. 2021-91013A Global Procurement Initiative:
Technical Assistance for the Ministry of Economy, Government of Brazil**

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Please note that the Request for Proposals (RFP) for the Technical Assistance for the Ministry of Economy, Government of Brazil is amended, as follows:

Questions, Answers and Clarifications: This amendment consists of clarifying questions and answers submitted by potential Offerors regarding the RFP packet. Responses to submitted questions are attached.

1. **Regarding Task 4- training: Does the grantee prefer trainings to be conducted in the classroom or online?**

The trainings shall take place in-person unless a health/safety reason does not allow for that.

- a. **If classroom, what assumption should be made regarding the number of staff to be trained within each procuring entity? (Please provide separate estimates for Ministry of Economy, federal, state, and municipal level procuring entities.)**
- b. **Is there a preferred length for the trainings (in terms of hours/day and number of days)?**

There is not a preferred length.

2. **Is there a maximum number of days the Grantee has for review of invoices before acceptance and submission to USTDA, or providing an explanation for rejection to the TA? Similarly, is there a maximum number of days the USTDA has before making payment, or providing an explanation for rejection of an invoice?**

The U.S. Firm shall submit Invoices meeting the requirements set forth in Clause G(4) to the Grantee for approval. The Grantee shall not approve any Invoice submitted to it by the U.S. Firm unless such Invoice, and all work performed by the U.S. Firm (or any Subcontractor) in connection with such Invoice, complies with the Terms of Reference and the Mandatory Agreement of Understanding Clauses.

3. **The schedule in Item K of Annex II does not show the project dates. Does the grantee have an estimate project start date and duration?**

An exact timeline cannot be provided at this time. The Grantee will review proposals once the RFP has closed, and all Offerors will be notified when the Grantee has made their selection.

4. **Is the vendor's team required to be physically in Brazil to conduct the training sessions, or can these sessions be done virtually?**

The trainings should take place in-person. There is no minimum requirement regarding in-country presence for this Technical Assistance. The Contractor shall propose the travel requirements and time needed in-country to successfully perform the Technical Assistance. Work to be performed onsite in Brasilia. The technical approach and work plan should address how much time the Contractor and its proposed key personnel will work onsite and/or in remote office locations.

- 5. If the vendor is required to conduct the training in person, will all the sessions be conducted at a single location, or will travel be required to other locations within Brazil?**

It is expected that all trainings will take place in the same location.